

DISTRICT OF COLUMBIA
EDUCATION LICENSURE COMMISSION

MINUTES

Public Session No. 09-12
December 18, 2009
441 4th Street, NW; Suite 900
Washington, D.C. 20001
9:30 am

I. CALL TO ORDER

Chairman Richard Roth called the meeting to order at 10:38 am

Commissioners Present: Mr. Richard Roth, Chairman
Dr. Tommie L. Robinson, Jr., Vice Chair
Ms. Gailda Davis, Secretary

Staff Present: Ms. Robin Jenkins, Director
Ms. Alesia Henry, Education Compliance Specialist
Mr. Aleksandar Stevanovic, Education Compliance Specialist
Ms. Dorothy Thomas, Education Compliance Specialist
Ms. Sheranda Vaughan, Education Compliance Specialist

Legal Staff Present: Ms. Virginia Crisman
Mr. Michael McMiller

Guest: John Carrigan, President
Carrigan School of Language and Business

Burl Dickens, Executive Director
Sanz College

II. NOVEMBER 24, 2009 MINUTES

The November minutes were not available at this meeting.

III. RENEWAL AND AMENDMENT APPLICATIONS

A. Carrigan School of Language and Business

The Carrigan School of Language and Business, submitted to the Commission an application to renew its license to continue offering instruction in English as a Foreign Language, American History and Business curriculum courses that include accounting, tax and business language.

The Commission unanimously voted to approve license renewal of Carrigan School of Language and Business to continue operating in the District of Columbia for a period of two (2) months, pending submission of 2009-financial audit report to the staff by February 1, 2010.

B. International Center for Language Studies, Inc.

International Center for Language Studies, Inc. (ICLS) submitted to the Commission an application requesting renewal of their institution's license to continue offering Language Programs, English as Second Language (ESL) and the Foreign Language Program, Proficiency Testing, and International Exchange and Business Training Program.

The Commission unanimously voted to approve the license renewal of International Center for Language Studies, Inc. to continue operating in the District of Columbia for a period of three (3) years, not to exceed December 31, 2012.

C. Sanz College

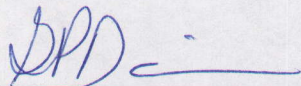
Sanz College submitted to the Commission an amendment application of its license requesting to change its ownership from Sanz College to JTC Education, Inc. to continue offering an Associate of Occupational Science Medical Assisting program, Associate Degree in Health Information Technology (HIT) and Medical Assisting (MA). In addition, certificate programs in Medical Assisting, Phlebotomy, Computerized Medical Billing, Medical Billing and Coding Specialist and Medical Office Specialist.

The Commission unanimously voted to approve license amendment of its educational license for ELC approval of new ownership by JTC Education, Inc. However, because of the new ownership, the terms of the current license should be modified and granted for a period of one (1) year, not to exceed December 31, 2010. The staff also proposes the following recommendations: 1) A new Certificate of Occupancy reflecting new ownership is provided to the Commission thirty (30) days after sale is complete; 2) Notification to the Commission of any management staff changes within two weeks of action; 3) an institutional evaluation is performed six to nine months after new ownership; and 4) no new or additional programs are added for the first six months of operation under new ownership.

III. ADJOURNMENT

The meeting was adjourned at 11:40 am

Respectfully submitted,



Dr. Gailda Pitre Davis, Ed.D.
Secretary